Job Description
Faculty Director of Undergraduate Honors Programs

Requirements: Tenured member of the academic senate with exceptional record of teaching and scholarship, including undergraduate mentorship

Compensation: $12,500 annually in an allowable combination of stipend and course relief, subject to negotiation

Reporting: Vice Provost and Dean of Undergraduate Education

Staff: Assisted by the Honors Coordinator and other divisional staff as needed and available

Term: Twelve months, beginning July 1. May be renewed.

The Director has a purview of innovation and leadership in undergraduate honors at all levels. The goal is to provide challenging educational experiences that will attract high academic achievers to UC Santa Cruz, increase student retention, and decrease time-to-degree. Duties include, but are not limited to, leadership in:

- Leadership of the UCSC First Year Honors program
  - Working with participating faculty to ensure achievement of program goals.
  - Working with VPDUE and CAFA to establish entrance criteria to the honors program that will ensure the successful recruitment of high-achieving students from within and outside of California.
  - Working with VPDUE and CEP to modify the program if necessary.
  - Working with college provosts hosting the honors program to ensure a smooth execution.
  - Working with college advisors and the honors coordinator to determine ways to proactively improve the program.

- Mentorship of the UCSC First Year Honors Program students
  - Engaging with invited students as they seek to determine whether or not UC Santa Cruz is their favored choice.
  - Welcoming the students to campus and watching over their Fall, Winter, and Spring experiences.
  - Collaborating with the Honors Coordinator and advisors on refinement of the program.
  - Teaching the Spring research seminar course.

- Advising the VPDUE on matters related to honors, challenge programs, and honorary societies.

- Working with VPDUE, CAFA, and Enrollment Management on the Regents Scholars and related programs.

- Developing a robust web presence for scholars and honors opportunities with UE staff.

- Expanding campus honor societies and encouraging development of disciplinary honor societies.

- Providing regular updates and formal annual reports to the dean.